

Juvenile Medicaid Tracker (JMT) Frequently Asked Questions

Q. What is JMT?

A. The Juvenile Medicaid Tracker (JMT) is the web-based application that was developed to meet the requirements of Sec. 531.02418 of the Government Code, which addresses the need for providing Medicaid or Children's Health Insurance Program (CHIP) coverage in a timely manner for youth transitioning back into their homes from out-of-home placements. JMT, which went live in April 2010, facilitates the exchange of information between the Health and Human Services Commission (HHSC) and juvenile justice agencies.

JMT is accessible by staff at:

- all local juvenile probation departments (JPDs)
- all Texas Juvenile Justice Department (TJJD) facilities and half-way houses
- HHSC's Central Benefits Services (CBS) in Austin

TJJD staff located at Austin Central Office provides technical assistance and training on the use of JMT. They can be reached at (512) 490-7983 or by e-mail at specialprogramsinfo@tjtd.texas.gov.

Q. Why do I need to use JMT?

A. Sec. 531.02418 of the Government Code instructs HHSC to ensure that each youth is assessed for eligibility for Medicaid and/or CHIP before being released from placement in a manner that will prevent gaps in coverage. It also holds TJJD and local juvenile probation departments subject to the requirements of the Memorandum of Understanding (MOU) executed between TJJD and HHSC. Each JPD should have a designated JMT Coordinator.

Q. How do I determine who I should submit a referral for?

A. Youth, who are released from the following types of facilities, returned back to the community and are under the supervision of the juvenile court or the TJJD are included in this Memorandum of Understanding (MOU). They include:

- Youth released from a secure facility:
 - A secure pre-adjudication detention facility as defined in the Texas Family Code Section 51.02(14);
 - A secure post-adjudication correctional facility as defined in the Texas Family Code Section 51.02(13); and
 - TJJD secure facility

- Youth released from a non-secure facility:
 - A foster care setting including, but not limited to, foster family homes and non-secure residential facilities licensed by the Texas Department of Family and Protective Services (DFPS) or other state licensing authority, and child care institutions operated by a government entity up to 25 beds approved by DFPS for foster care reimbursement.
 - A non-secure correctional facility as defined in the Texas Family Code Section 51.02(8-a);
 - TJJD half-way house; and
 - TJJD contract care facility

Referrals should not be submitted for the following:

- Youth that are 19 or older
- Youth that will not be residing in Texas upon discharge
- Youth that are SSI recipients (have received Medicaid benefits through the Social Security Administration- SSA)
- Youth under the care of Child Protective Services (CPS)
- Youth that are not US Citizens or Legal Permanent Residents
- Youth being moved to another residential setting (another placement facility, detention center, secure post adjudication facility, etc.)
- Youth who have an active Medicaid case upon entering detention AND whose stay in detention is less than 30 days
- Youth moving from one facility to another
- Youth whose family is not interested in applying for Medicaid

The Juvenile Medicaid Tracker (JMT) Screening Worksheet, Form TJJD-IV-E-390, is a screening tool available for use in prescreening for potential eligibility.

Q. How does JMT work?

A. For JPD youth - 30 calendar days prior to release from a secure or non-secure facility (or as soon as possible if release is scheduled within less than thirty (30) calendar days) the juvenile probation department (JPD) will notify the HHSC's Centralized Benefit Services Unit (CBS) via the Juvenile Medicaid Tracker (JMT) of the pending release of youth potentially eligible for Medicaid and/or CHIP.

For TJJD youth - 30 calendar days before the MLOS date for youth being released with program completion by local facility authority or 15 days before the expected release date for youth who are approved for parole status by the release review panel or Central Office supervisor the TJJD staff will notify the HHSC's Centralized Benefit Services Unit (CBS) via the Juvenile Medicaid Tracker (JMT) of the pending release of youth potentially eligible for Medicaid and/or CHIP.

The information provided to HHSC will include the following:

- Youth's Personal Identification Number (PID) or TJJD Number
- Youth's name, date of birth, Social Security Number (SSN)
- If youth is being released from detention, date detained
- Address of where youth will be residing upon release from placement
- Name of person to whom released, and relationship to youth
- SSN and contact number of person to whom youth is released
- Name of facility from which youth is released
- Anticipated date of release
- Name of county & supervising probation officer for probation youth; and
- Name of supervising parole officer for TJJD youth

HHSC will perform an inquiry to determine youth's Medicaid/CHIP status and provide the following information:

- Whether the youth can be added back to an active Medicaid case
- Whether a new application must be completed (if there is no active case) and confirm that an application packet was sent to the household
- Whether the youth is on Supplemental Security Income (SSI). In this case, JPD and TJJD staff should refer these families to the Social Security Administration (SSA) for reinstatement of Medicaid benefits.

Not all referrals require a Medicaid application be completed. If an application is mailed to the household:

- HHSC will notify the JPD and the TJJD of any applications returned by USPS "unable to deliver". Once notified, the JPD and the TJJD will make reasonable efforts to locate the household. If the household is located, the JPD and the TJJD will provide the updated address to the HHSC who will mail the application packet to the new address.
- HHSC will process applications following HHSC's internal policy and procedure. "Eligible" determinations will be held pending confirmation of the youth's release. If the applicant does not provide sufficient information or verification to make a determination, HHSC will send a notice to the household by mail and request the required information along with an explanation of what is needed and a list of acceptable sources.

Within 24 hours of the youth's release the referral is updated to reflect the actual release date (*the actual release date is required to activate youth's Medicaid in the community*).

Once confirmation of release is received, HHSC will complete actions to either process the application or add the youth to an existing case provided HHSC has all information necessary to make an eligibility determination. The Medical Effective Date will be the date of the youth's release (this includes weekend releases).

HHSC has 45 days from receipt of the application to make an eligibility determination. If the household has not provided the required information by the 45th day, the application will be denied.

If the household still wishes to be considered for Medicaid, they will be routed through the normal Medicaid/CHIP processing procedures.

HHSC will follow this process for any application received up to fourteen (14) calendar days after the youth's release. For applications received on the 15th day, or later, after release, the CBS unit will route the applications through the regular processing procedures. The CBS will complete one final inquiry to see if the Medicaid was approved at another location. After this inquiry on the 15th day, the CBS will report either:

- the child has Medicaid
- the Medicaid application was denied
- the CBS never received the application

If HHSC determines that a youth is not eligible for Medicaid, but is eligible for CHIP, they will process the CHIP eligibility and record the referral via the JMT.